



**SERVE OHIO**  
Ohio Commission on Service and Volunteerism

**ATTACHMENT A:**  
**AmeriCorps Member Service Description**  
**Project Advance**

Project Advance addresses the problems of families and children living in poverty, who are faced with high rates of unemployment, and often lack a high school diploma, safe affordable housing and/or access to health services. Residents of Cincinnati's inner city, low income neighborhoods often have barriers that limit their abilities to be self-supporting, stable and healthy. We focus on partnerships with programs that directly assist low income clients in targeted communities achieve stability by accessing education, stable housing, health services and improved income.

**POSITION: COMMUNITY HEALTH NAVIGATOR**

Project Advance will engage (1) AmeriCorps member to serve between September 5, 2017 and July 31, 2018 to be placed at Healthy Moms and Babies located at 2270 Banning Road. AmeriCorps member will be supervised by Linda Mack service hours are Monday-Friday 9:00 AM-5:00 PM. The Project Advance experience overall is an opportunity to develop leaders in education, service, and community development. The multiplicity of issues and needs which members learn about at their site, and the effective responses they see demonstrated in these grassroots empowerment programs, serves as invaluable opportunities for professional development that are grounded in reality. These settings engage members in the complexity of people's real lives and allow them to see people's potential to solve their own problems.

Project Advance plan for orienting members to AmeriCorps, the community, their placement site, and the service they will perform begins with a week-long orientation at the beginning of the program year. During this orientation, a number of presentations, discussions and activities are planned for the purpose of providing members with knowledge, skills, and understanding of AmeriCorps, as well as to introduce them to the community they will be serving and to the Project Advance partner sites.

**Attitude and General Responsibilities**

- Commitment to service
- Openness to and/or experience with diverse populations.

**Program Leadership**

- Make connections with individuals and volunteers in the community for program outreach and program enhancement.
- Assist AmeriCorps members and staff in programming and activities that are during times you are available.
- Train and assist volunteers.

### **Program Specific Duties**

- Help organize and implement direct health services for clients in targeted inner city neighborhoods.
- Serve one-on-one with clients who are in need of health services.
- Prepare and maintain client files, documentation on community health education activities and outcomes as well as other documentation required for the program.
- Help organize and implement activities that promote community health and wellness.
- Participate with neighborhood or wider community health focused events,
- Provide individual support to community individuals struggling with individual or family health issues.
- Complete all AmeriCorps requirements.

### **Citizenship training and responsibilities**

- Participate in AmeriCorps training and events as required and requested by the Ohio Commission on Service and Volunteerism.
- Participate and complete AmeriCorps citizenship training.
- Participate in community service activities.

### **Program Training**

- Participate in orientation training.
- Participate in sessions on professional boundaries, community resources, cultural diversity, tutoring skills, AmeriCorps expectations and other topics.

**Schedule:** AmeriCorps Community Health Navigators are expected to serve at their sites during regular business hours, and participate in training sessions on professional development, client services, volunteer management, civic responsibility, service ethic, and life after AmeriCorps.

### **Skill requirements:**

- Solid academic and interpersonal skills.
- Good written and oral communication ability

**Program benefits:** Full time AmeriCorps members will be provided:

- Segal Education Award (if service hours are completed)
- Stipend
- Health Insurance
- Child Care

**I have read the above AmeriCorps Community Health Navigator service description and understand my responsibilities.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print name: \_\_\_\_\_